



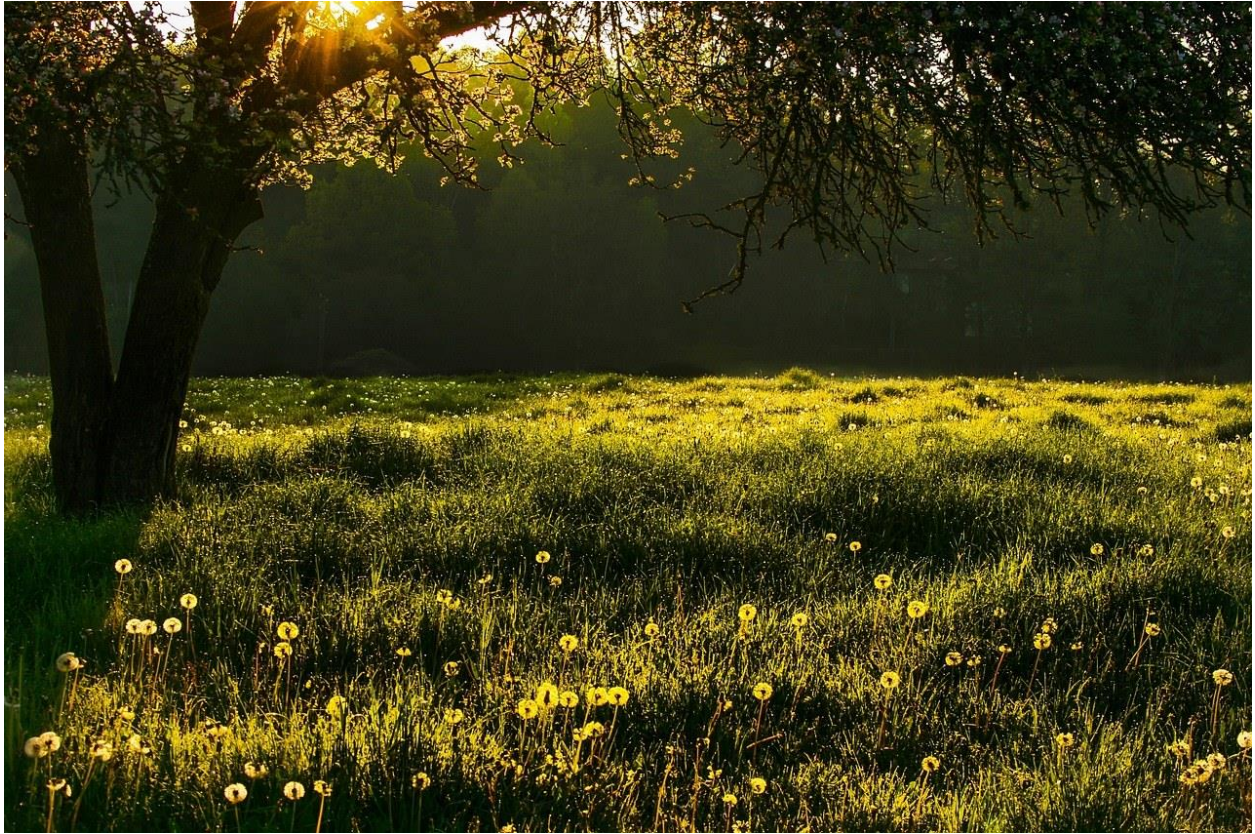
Vitality - April 2024

Dickinson

HUMAN RESOURCE SERVICES

1 - Volume XVIII | Issue 8

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Accessibility View: Click on the three dots in the upper right corner, choose Accessibility View.

April is Sexual Assault Awareness Month



TAKE BACK THE NIGHT

WEDNESDAY ≡ APRIL 17 ≡ 2024

7:00 PM

Main Event, Allison Great Hall

Keynote talk by Justice Maddox, founder and CEO of the Justice House of Hope, which provides support and services for survivors of sex trafficking in PA. Program includes student survivor stories and a special performance by Dickinson Infernos.

8:00 PM

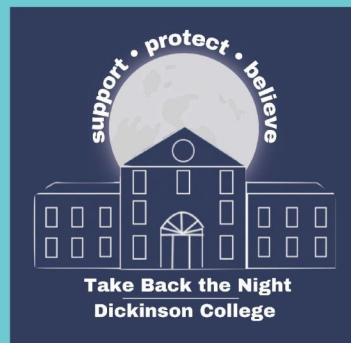
March

Solidarity march through campus starting at Allison Hall, ending at Britton Plaza

8:30 PM

Candlelight Vigil, Britton Plaza

Safe space for survivors and supporters to reflect and share.



Professionals from the YWCA and Domestic Violence Services available for support all evening.

Confidential support and resources are available for all 24/7:
Wellness Center (717-245-1663)
off-campus YWCA Rape Crisis
hotline (717-609-4244)

Brought to you by the Women's and Gender Resource Center, the Wellness Center, and the Title IX and Sexual Respect Office

Dickinson

WOMEN'S & GENDER
RESOURCE CENTER

Denim Day

April 24, 2024

Join us for **Denim Day**, when millions of people around the world wear jeans with a purpose—to support survivors! To learn more, visit <https://www.peaceoverviolence.org/denim-day>.

This year, the WGRC is partnering with Denim Coffee to make a real impact on Denim Day.



Wear a teal ribbon on 4/24 and a portion of your Denim purchase will be donated to a local non-profit supporting sexual assault survivors.

Denim
COFFEE

Ribbons available at all sexual assault awareness month events. Help us create change with Denim Coffee on Denim Day!

Spring Into Fitness



Put on your walking shoes and enjoy the fresh, warmer air outside during the Spring Into Fitness Challenge. The challenge ***began on Sunday, March 17 and continues through Saturday, April 27*** – Dickinson College faculty and staff, as a community, will be in a campus exercise/walking challenge with students, staff and faculty! Challenge winners will be determined by two criteria – the greatest percentage of cumulative participation, and also the highest average number of minutes per participant! See the special events and programs in Totara¹ and sign-up and get started for this year's Spring Into Fitness Challenge!

Below you will find highlights from the first two weeks of the Challenge, as well as events coming up during the month of April.

¹<https://totara.dickinson.edu/course/view.php?id=491>

We have a variety of activities this month! You will find them in their respective categories within this Sway!

EVERYONE is welcome to participate, even if you did not sign up for the challenge!

Week #1 March 17 - 23 Highlights



2 - Esther Popel Shaw

On Friday, March 22, the Spring Into Fitness Challenge kicked-off with a Women's History Month walk with Prof. Katie Schweighofer, Director of the Women's and Gender Resource Center.

Prof. Schweighofer provided a comprehensive tour of campus stopping at locations that connected with Dickinson women who not only contributed to the College but also beyond our limestone walls, and around the world.

Week # 2: March 24 - 30 Highlights

2024 Sustainability Expo

On Tuesday, March 26, students, faculty, staff, and members of the Carlisle community participated in a Sustainability Expo. The expo featured games, interactive events, sustainable shopping, information sharing, and interactive education.

Photo Credit: Dan Loh





Week # 3: March 31 - April 6

Join us for mid-afternoon walk on ***National Walking Day | Biking & The Handlebar Walking Tour²***, ***Wednesday, April 3, from 1:45 to 2:45 p.m.***

Be sure to arrive a few minutes early, before the walk start time. The walk will begin promptly at 1:45 p.m. at the Denny Hall area on West Street and take a round-about route to show where all or many of the bike racks/tool areas are for biking across the campus. We will finish the walking tour at **The Handlebar³** and Kaufman Building .

Sign-up in Totara ⁴to confirm your participation!

Racquetball

Thursdays starting April 4 | 7:30 - 8:30 p.m. | Kline Center Racquetball Court

Come to the racquetball court to learn how to play and pick up a new sport. We have all of the materials that you will need play, so all you need to bring is yourself. ***Racquetball will be available through the end of the semester.***

Hosted by Dickinson Athletics.

²<https://totara.dickinson.edu/course/view.php?id=491§ion=3>

³https://www.dickinson.edu/info/20392/academic_technology/2690/dickinson_makes/8

⁴<https://totara.dickinson.edu/course/view.php?id=491§ion=3>

RSVP in EngageD.⁵



Week # 4: April 7 - 18



3 - 2023 SIFC Walk

Photo by: Dan Loh

On **Monday, April 8**, we have a noon-time stretch and stroll⁶ scheduled with President John Jones. We will meet at the Benjamin Rush Statue on the John Dickinson Campus just before to begin this refreshing SPRING walk promptly at noon. ***Bring your mini-team or invite a colleague to join you and enjoy the time in the fresh air and sunshine while we explore a bit of Carlisle.***

⁵<https://dickinson.campuslabs.com/engage/events?query=racquetball>

⁶<https://totara.dickinson.edu/mod/facetoface/view.php?id=2891>

Sign-up in Totara⁷ to confirm your participation!

Week # 5: April 14 - 20

Our **Annual Fun Run/Walk** is scheduled for **Thursday, April 18** (*rain date: Friday, April 26*).

11:30 a.m. – 1:30 p.m. | Begins at Britton Plaza

Complete this mid-day walk to refresh and rejuvenate your mind and body *with fresh air and sunshine!* The walking event begins at Britton Plaza, and progresses to Dickinson Park and back. The event route can be completed as a 1.5 mile walk or a longer route if desired by completing the track route that runs throughout Dickinson Park. Complete the course at your own pace - and plan for 30-minutes to one hour depending on your desired pace.

The self-guided map can be found here⁸.

Sign-up in Totara⁹ to confirm your participation!



Free Squash Clinics for Employees - Tuesdays, April 16 and or April 30 | noon - 1 p.m.

Instructor: Richard Glanfield, Head Squash Coach

⁷<https://totara.dickinson.edu/course/view.php?id=491>

⁸[https://totara.dickinson.edu/pluginfile.php/15193/mod_resource/content/1/Fun Run Walk Map.pdf](https://totara.dickinson.edu/pluginfile.php/15193/mod_resource/content/1/Fun%20Run%20Walk%20Map.pdf)

⁹<https://totara.dickinson.edu/course/view.php?id=491>

Meet at the Kline Fitness Center Lobby area near the Squash Courts!

Have you heard about Squash and never really had the chance to try it - or figure out what the strategy is for playing this internationally known and beloved sport?

What is Squash – and how is it different than Racquetball? According to the web, Squash was invented in 1830 by English school kids whereas Racquetball was created by an American in 1949 (Source: Canadian Olympic Team Official Website¹⁰). Want to learn how to play Squash from our in-house experts at Dickinson? Join this free clinic day-of-fun for a chance to learn the game of squash and play with other beginners. The clinic is essentially a beginners introduction to the game. Participants should wear comfortable exercise clothing and bring along non-marking sneakers*.

***VERY IMPORTANT DETAIL:** *Do not walk outside with your non-marking sneakers prior to wearing them inside for the Squash Clinic to protect the surface of the Squash courts.*

Enroll and sign-up in Totara.¹¹



Week #6: April 21 - 27

¹⁰<https://olympic.ca/2015/06/30/what-is-the-difference-between-racquetball-and-squash/>

¹¹<https://totara.dickinson.edu/course/view.php?id=292>

Sunset Walking Tour of the College Farm

Wednesday, April 24 | 5:30-6:30 p.m.

Sign up now to take a sunset walking tour of the College Farm!

Unwind at the College Farm after a day in the office. Take an interactive stroll with farm managers and learn about the many exciting projects underway in the fields, pastures, and barns. This will be a 45-60 min walk on varying surfaces. Please wear appropriate shoes to keep your feet happy and safe!

Participants need to provide their OWN transportation to the farm, located at 553 Park Drive, Boiling Springs, PA 17007. Carpooling is encouraged!

Enroll and sign-up in Totara!¹²



¹²<https://totara.dickinson.edu/course/view.php?id=493>

Employee Announcements



American Red Cross Blood Drive

Monday, April 22 | 10 a.m. - 5 p.m. | HUB Social Hall

Sponsored by Alpha Phi Omega

The American Red Cross Biomedical Services is the largest single supplier of blood and blood products in the United States, collecting and processing more than 40 percent of the blood supply and distributing it to some 3,000 hospitals and transfusion centers nationwide. Please consider donating blood to support your local community by participating in this blood drive! For more questions or more information about blood donation to the American Red Cross, please visit redcrossblood.org¹³ or call 1-800-RED Cross (1-800-733-2767).

For more information, please contact apo@dickinson.edu¹⁴ or devwell@dickinson.edu¹⁵.



2024 Benefits & Wellness Fair

¹³<http://www.redcrossblood.org/>

¹⁴<mailto:apo@dickinson.edu>

¹⁵<mailto:devwell@dickinson.edu>



Tuesday, April 23 | 10 a.m. - 2 p.m. | HUB Social Hall

Mark your calendars now! The annual Benefits & Wellness Fair provides an opportunity ***for employees of the college*** to meet with new and returning benefits vendors and wellness program providers as well as some local community participants.

Free health screenings are offered in addition to a wealth of information about our benefits, health, and wellness programs.

Please plan to stop by to learn more about benefits and wellness options available to the college community. Many prizes and giveaways are also part of this annual event!

Employee Spotlight





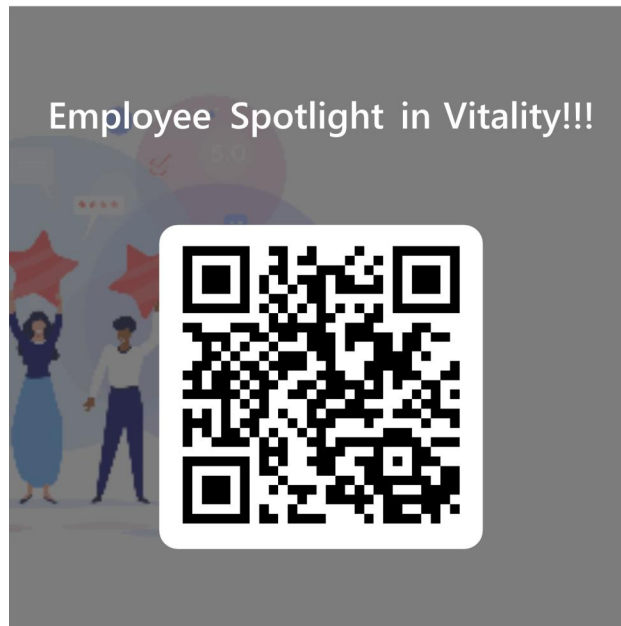
The 66th Annual Celebration of the Seniors of Old Bellaire

On Thursday, April 11, President John Jones and Beth Jones will honor those inducted into the The Seniors of Old Bellaire. This year, eleven employees who have completed 25 years of full-time service to the College were inducted into the Seniors of Old Bellaire. Congratulations and thank you for your dedication!

2023-24 Honorees

- **Teri Bishop**, *Inventory Clerk*
- **Sherry Harper-McCombs**, *Professor of Theatre*
- **Sally Heckendorn**, *Bursar*
- **Miriam McMechen**, *Assistant Controller*
- **Rob Mixell**, *Housekeeper*
- **Susan Morrison**, *Housekeeping Supervisor*
- **Dale Robinson**, *Director of Grounds and Landscaping*
- **Ken Shultes**, *Associate Vice President for College Sustainability and Facilities Planning*
- **Tracey Snyder**, *Associate Director for Admissions Technology and Systems*

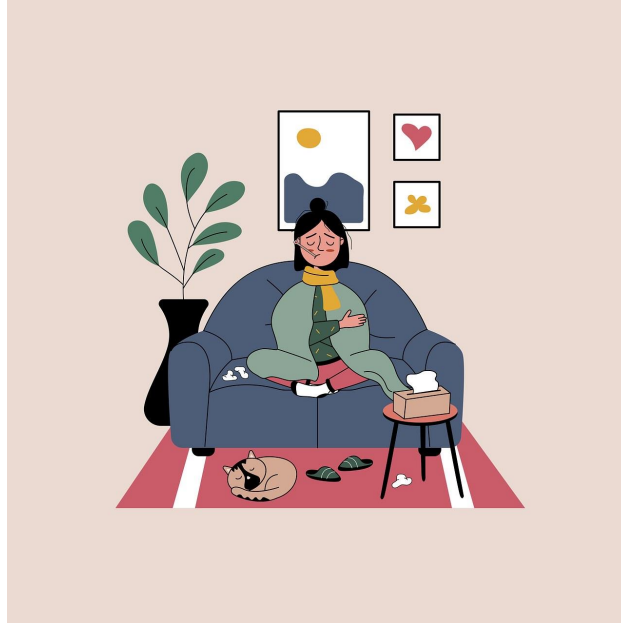
- **John Steely**, *Associate Director of Infrastructure Systems*
- **Amy Witter**, *Professor of Chemistry*



4 - If you would like to **recognize an employee** for their personal or professional accomplishments **in an upcoming issue of Vitality**, please complete the honoree submission form by clicking here¹⁶ or scan the QR code.

COVID-19 Information and Respiratory Virus Guidance

¹⁶<https://forms.office.com/r/1BMj9krjds>



COVID-19 is becoming more similar to common respiratory viruses (e.g. flu and RSV). ***As of March 1, 2024, the Center for Disease Control (CDC) has updated its*** guidelines¹⁷ ***in regards to quarantine and isolation when testing positive for COVID-19.***

When you may have a respiratory virus, such as Covid-19:

Stay home and away from others (including people you live with who are not sick) if you have respiratory virus symptoms that aren't better explained by another cause. These symptoms can include fever, chills, fatigue, cough, runny nose, and headache, among others¹⁸.

If you notice any of the following symptoms, please call 911: difficulty breathing, blue lips or face, confusion, difficulty awakening or staying awake, persistent chest pain or pressure.

You can go back to your normal activities when, for at least 24 hours, both are true:

- Your symptoms are getting better overall, **and**
- You have not had a fever (and are not using fever-reducing medication).

¹⁷<https://www.cdc.gov/respiratory-viruses/prevention/index.html>

¹⁸<https://www.cdc.gov/respiratory-viruses/prevention/precautions-when-sick.html>

When you go back to your normal activities, ***take added precaution over the next 5 days***, such as taking additional steps for cleaner air¹⁹, hygiene,²⁰ masks²¹, physical distancing²², and/or testing when you²³ will be around other people indoors.

To read more, **click here**²⁴.

To find out more about the availability of COVID-19 tests, please **click here**²⁵.

Compliance | Policies



¹⁹<https://www.cdc.gov/respiratory-viruses/prevention/air-quality.html>

²⁰<https://www.cdc.gov/respiratory-viruses/prevention/hygiene.html>

²¹<https://www.cdc.gov/respiratory-viruses/prevention/masks.html>

²²<https://www.cdc.gov/respiratory-viruses/prevention/physical-distancing.html>

²³<https://www.cdc.gov/respiratory-viruses/prevention/testing.html>

²⁴https://www.dickinson.edu/download/downloads/id/14684/end_of_pandemic_employee_symptoms_flowchart_2023.pdf

²⁵https://www.dickinson.edu/download/downloads/id/13900/covid-19_testing_resources.pdf

Thursday, May 16 | 9 - 10:30 a.m. | Stern Center, Room 102

Tuesday, August 27 | 2:45-4:15 a.m. | Stern Center, Room 102 *in conjunction with New Faculty Orientation*

Dickinson College is committed to providing a supportive working environment for all employees. On a biennial basis, all members of the community are required to complete educational programs which provide an overview of regulatory guidelines and tools to recognize and address potential harassing and discriminating behavior.

Login to Totara to check to see when you are due and register for the session that fits your schedule. Web-based modules are available in Totara through the employee's dashboard.

Click here²⁶ **to register for the *interactive, in-person session*** in Totara. Select "sign-up" for the session.

To ***access the web-based modules***, go to Totara and:

1. Click on Dashboard in the upper ribbon
2. Click on Protecting Our Community Certification...
3. The next page will provide links to the required online courses to complete the certification.
4. Recertification path: minimum of two online courses; New Certification path: maximum of three online courses

For questions, please email devwell@dickinson.edu²⁷ or contact Carol Shaffer at ext. 1152.

²⁶<https://totara.dickinson.edu/course/view.php?id=31>

²⁷<mailto:devwell@dickinson.edu>



Get the Most Out of Your Benefits



 **HealthAdvocateSM**
Caring for you in all ways. Always.

Take care of yourself



What have you done to take care of yourself today? When asked this question, most people have to think long and hard prior to answering. For many of us, it is second nature to put our own needs and wants on the backburner — we prioritize other parts of our lives before taking any time for ourselves. It may not always be possible to put your own needs first, but doing so is critical to your well-being. Here are a few tips to help you get started:

Put it on the calendar. Whether you sprinkle a few moments for yourself throughout the week or dedicate a full “self-care” day to an activity you love, scheduling it on your calendar will help make sure it remains a priority.

Spend time with yourself. While time with others is healthy and can help boost your mood, it’s also important to spend some quality time with yourself! This enables you to focus on the things you love and avoid compromising to keep everyone happy.

Lose yourself in something you love. What are your favorite hobbies? Spending time immersed in something you enjoy can do wonders for your mood and stress level. If you’re not sure what speaks to you yet, try a few new hobbies.

Try meditation. It can be a huge help toward finding moments of peace in your day and reducing stress.

Stay on top of medical care. If you’re sick, injured, or have symptoms that may require medical care, it is important that you get care. This includes regular physical exams, vaccines, blood pressure checks, well-woman exams, and more.

Exercise. Regular physical activity is necessary for good physical health. Aim to get at least 150 minutes of moderate or 75 minutes of vigorous activity each week. Plus, at least two days of resistance exercises.

Eat healthy. Nourish your body with healthy foods such as fruits, vegetables, whole grains, lean sources of protein and healthy fats.

Sleep well. Making sure you are rested is important for self-care and can help you handle emotions and deal with stress. Aim to get between 7 to 9 hours of sleep every night!

Ask for help. It is way too easy to pile more and more tasks on our to-do lists. However, this often leads to stress, feelings of resentment and burnout. When possible, ask for help from family or friends.

We're here to help.

Health Advocate can get you to the right support and resources to improve your health and well-being.



Call • Email • Message • Live Chat

We're not an insurance company. Health Advocate is not a direct healthcare provider, and is not affiliated with any insurance company or third-party provider. ©2024 Health Advocate HA-NA-2401024-2-4FLY



Health Advocate is a service offered for full-time employees. Health Advocate is an independent organization which will provide services to you, your children, your spouse, your parents and your spouse's parents. Complete information about the service is available at Health Advocate's website²⁸.

²⁸<http://www.healthadvocate.com/>



TIAA Retirement Consultations

Wednesday, April 3 | 9 a.m. - 5 p.m. | HUB Side Room 202

Questions about retirement? Your financial consultant has answers.

Making decisions about your money can feel complicated. TIAA's experienced financial consultants are here to help you plan for your future. One-on-one personal advice and education* about your retirement plan assets is available at no additional cost. During our discussion, they'll cover questions like:

1. Am I saving enough?
2. Am I invested appropriately?
3. Am I on track to meet my retirement goals?

Schedule time today for an appointment with TIAA financial consultant, *Nigel Stearns*.

To schedule a personal meeting please sign up online²⁹ or call 800-732-8353 (remember to ask for the Dickinson College schedule), weekdays, 8 a.m. to 8 p.m. (ET). ***All appointments must be scheduled through TIAA.***

Webinars

²⁹<https://shared.tiaa.org/public/publictools/events/meetingatworkplace>

Would you like to learn more about saving or retirement planning for the future? TIAA offers free on-demand, online webinars on a variety of topics. All employees are welcome to attend and can register at [TIAA.org/webinars](https://www.tiaa.org/webinars)³⁰. If you are not a TIAA account holder, you may register as a guest-user to view these webinars.



APRIL WEBINARS

Financial know-how starts here.

Register for TIAA's live webinars to get financial information, news and tips from our experts.

Reserve your spot by registering now at [TIAA.org/webinars](https://www.tiaa.org/webinars). Check back at any time for future webinars. These webinars are part of your retirement plan benefits.

April 10	Quarterly economic and market update Hear from our chief investment officer about challenges investors are facing and tips on how to navigate them.	12–01 p.m. (ET) 11–12 p.m. (CT) 10–11 a.m. (MT) 09–10 a.m. (PT)
April 16	Fine-tuning your retirement strategy: Investing toward a secure future We'll move beyond investing basics to help you fine-tune your saving and investing strategies for retirement.	02–03 p.m. (ET) 01–02 p.m. (CT) 12–01 p.m. (MT) 11–12 p.m. (PT)
April 18	Start to Finish: The early career woman's guide to financial wisdom Start caring for your financial well-being now. The sooner you start saving, the more prepared you may be down the road.	03–04 p.m. (ET) 02–03 p.m. (CT) 01–02 p.m. (MT) 12–01 p.m. (PT)
April 24	Staying Safe in the Age of AI Join us for a discussion on the growth of AI and what that means for protecting ourselves against scams and cybersecurity attacks.	01–02 p.m. (ET) 12–01 p.m. (CT) 11–12 p.m. (MT) 10–11 a.m. (PT)

[Reserve your spot](#)

³⁰<https://www.tiaa.org/webinars>

Fidelity Investments Special Session:

Get a Handle on Your Current Student Loan Debt

Wednesday, April 17 | noon - 1 p.m. | Stern Great Room

Student debt can feel overwhelming, especially if you have multiple loans with multiple providers—each with a different repayment amount, maturity date, and interest rate. Now there's help to keep it all straight.

Learn about the ways to manage student loan debt, including how it fits in with retirement and other financial goals.

- Understand a wide range of student loan repayment options
- Use Fidelity's student debt resources and tools to evaluate your current loan situation and determine next steps for tackling your student debt

This session is open to faculty, students, and staff. Enroll and sign-up in Totara³¹ today!

³¹<https://totara.dickinson.edu/course/view.php?id=458>



Fidelity Consultations and Live Webinars

Wednesday, April 17 | 9:45 a.m. - 3:45 p.m. | HUB Side Room 202

Fidelity's investment representatives offer individual counseling for financial planning and retirement. *If you have questions or concerns regarding your Fidelity account, schedule an appointment with Matthew Young, Workplace Financial Consultant / Personal and Workplace Investing:*

- **Step 1** go to www.Fidelity.com/schedule³²
- **Step 2** select Schedule a time to meet
- **Step 3** at the top of the screen where it says Enter your employer name type Dickinson and *WAIT for Dickinson to appear as a choice and then click on Dickinson (if you type Dickinson and hit Enter it may not work)*
- **Step 4** next under Select Appointment Type select either Virtual/phone/In Person once you have made your choice the dates will appear with available time slots.
- **Step 5** click on the plus button on the day you want to schedule and you will see the available times
- **Step 6** If you want to see future available date click on the Next Available button in the upper Right hand side of the screen to advance the dates

³²<https://digital.fidelity.com/prgw/digital/wos/>



Webinars

Fidelity understands that today's diverse workforce has a wide range of needs and that financial wellness is unique to every individual. They developed a series of educational programs to help get the most out of your benefits and meet your goals.

Browse their extensive educational webinar offerings by clicking here³³. From small classes and coaching sessions to large multi-session webinars they have something that can help you take your knowledge to the next level!

Fidelity's Quarter 1 webinars can be found by clicking here³⁴.

³³<https://fidelityevents.com/allevnts/special>

³⁴<https://totara.dickinson.edu/course/view.php?id=458>

Medicare



Medicare Transitions Services: Medicare 101 (Live Virtual Session)

Wednesday, April 3 | Noon-1 p.m. | TEAMS online

Retirement and healthcare are two topics that we all face as we grow older. Many of us find healthcare coverage and decisions as one of our biggest challenges, and are confused or concerned about making the right decisions. So many choices to make - and not necessarily having the tools or answers needed to make the right decision - cause this to be quite stressful.

If you are approaching retirement or if you need to help a friend, family member or loved one navigate these challenging decisions, please sign-up to attend this informative session presented by Medicare Transitions Services³⁵. This program is open to the entire Dickinson community.

³⁵<https://www.medicaretransitionservices.com/>

Enroll and sign-up³⁶ for this LIVE virtual session with Medicare Transitions Services.



Visit Medicare Transition Services³⁷, a nongovernmental program, to learn more about this benefit as you plan your retirement and think about Medicare. Explore and review their guidebook³⁸.



Medicare 101 & The Emeriti Benefit

Thursday, April 11 | noon - 1 p.m. | HUB Side Rooms 204 & 205

Retirement and healthcare are two topics that we all face as we grow older. Many of us find healthcare coverage and decisions as one of our biggest challenges, and are confused or concerned about making the right decisions. So many choices to make - and not necessarily having the tools or answers needed to make the right decision -- cause this to be quite stressful.

³⁶<https://totara.dickinson.edu/course/view.php?id=60>

³⁷<https://www.medicaretransitionservices.com/>

³⁸https://www.dickinson.edu/download/downloads/id/12871/medicare_transition_services_guidebook.pdf

We will also have a representative available to explain the Emeriti Reimbursement Benefit - an innovative, tax-free way to pay for qualified out-of-pocket medical expenses. This plan is administered by a third-party administrator. It is known as the VEBA or Emeriti Retiree Health Plan.

If you are approaching retirement or if you need to help a friend, family member or loved one navigate these challenging decisions, please sign-up to attend this informative session presented by Aetna. This program is open to the entire Dickinson community.

Enroll and sign-up in Totara.³⁹



Roadmap to Medicare

Tuesday, May 14 | noon - 1 p.m. | Webinar

We are excited to have HTA's Medicare Insurance Specialist present: Roadmap to Medicare an Educational Webinar

³⁹<https://totara.dickinson.edu/course/view.php?id=60>

CLICK HERE⁴⁰ to register for the Medicare Webinar.

Designed for those: *Nearing age 65 * Nearing Retirement * Working Past age 65 and ALL Retirees

Learn How to Get and Stay Medicare Insurance Ready

Join us for an informative presentation & get your questions answered.

Learn Important Timeframes:

- What you should be doing as a retiree or soon to be retiree
- Open Enrollment and Guaranteed Issue Periods, plus late penalties
- What happens when you and your spouse do not turn 65 at the same time
- When to enroll or defer Medicare Part B if not retiring at age 65
- Changing carriers—how & when

Make sure your coverage is complete:

- What does Medicare cover and not cover
- Is secondary insurance necessary and what are the options
- How do a Medicare Supplement and Original Medicare coordinate

Guidance regarding your personal situation and much more! Bring your questions. This is a great opportunity to gather helpful information.

All are welcome--Please invite a friend!

⁴⁰<https://register.gotowebinar.com/rt/6281204702613152096>

NOTE: COMPUTER AUDIO SPEAKERS ARE REQUIRED - NO PHONE DIAL-IN AVAILABLE

This is an educational presentation for consumers—no cost to attendees



MEDICARE
LONG TERM CARE

Community | For the Greater Good



Commute PA Earth Month Challenge



Earth Month in April!

This April, Commute PA is challenging you to join a friendly competition with other local organizations. The goal? To record the most "green trips" throughout the month!

Ready to rise to the challenge? Email Kandi Fox⁴¹ for details!

Coming in May:

Bike Month is quickly approaching!

During the month of May, employers RACE against each other to see who tracks the most bike trips. To participate, employees record their bike trips in Commute PA's rideshare and rewards program.

In addition, there will also be a weekly social media contest for participants to earn more prizes. Email Kandi Fox⁴² for details!

⁴¹<mailto:kandi@commutepa.org>

⁴²<mailto:kandi@commutepa.org>

Community Blood Drives

Central Pennsylvania Blood Bank

*Click on the links below to see a schedule of the following area blood drives **during the month of April:***

- **Wellspan Chambersburg Hospital Blood Drive⁴³**
- **Cumberland County Blood Drives⁴⁴**
- **Greencastle - Trinity Lutheran Church Blood Drive⁴⁵**
- **Lewistown - Calvary Church Blood Drive⁴⁶**
- **Waynesboro Hospital Blood Drive⁴⁷**

For more questions or more information about blood donation to the Central Pennsylvania Blood Bank, please visit 717giveblood.org⁴⁸ or call 1-800-771-0059.

⁴³https://www.dickinson.edu/download/downloads/id/13364/central_pennsylvania_blood_bank_wellspan_chambersburg_hospital.pdf

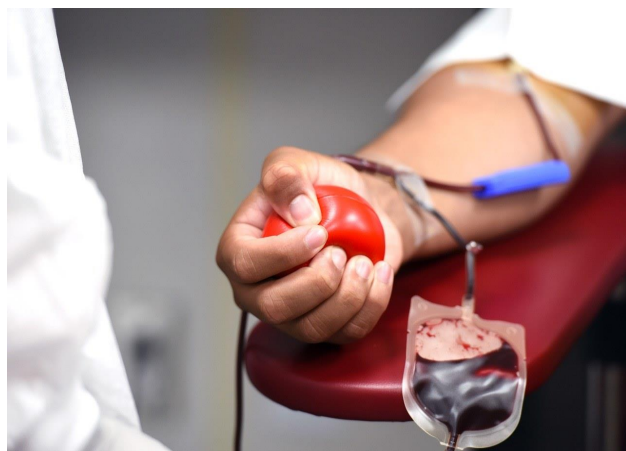
⁴⁴https://www.dickinson.edu/download/downloads/id/12731/central_pennsylvania_blood_bank_cumberland_county_blood_drives.pdf

⁴⁵https://www.dickinson.edu/download/downloads/id/13914/central_pennsylvania_blood_bank_trinity_lutheran_church_greencastle.pdf

⁴⁶https://www.dickinson.edu/download/downloads/id/14369/central_pennsylvania_blood_bank_calvary_church_lewistown.pdf

⁴⁷https://www.dickinson.edu/download/downloads/id/13913/central_pennsylvania_blood_bank_wellspan_waynesboro_hospital.pdf

⁴⁸<http://717giveblood.org/>



SATURDAY, APRIL 20, 2024
3.4-MILE GUIDED COMMUNITY BIKE RIDE

9 A.M. REGISTRATION, FREE BREAKFAST & BIKE REPAIRS • 10:15 A.M. BIKE RIDE DEPARTS
MEET AT NEW LIFE COMMUNITY CHURCH, 64 E. NORTH ST., CARLISLE, PA
ENDS AT HOPE STATION, 149 W. PENN ST., CARLISLE, PA

Visit YWCA, Project SHARE, Hope Station and other local landmarks

Learn safe biking skills through fun activities at each site

FREE bike helmet, light, and lock for all participants



- **AGES 18+** need to sign waiver
- **AGES 14-17** need waiver signed by parent/guardian BUT can ride alone
- **AGES UNDER 14** need waiver signed by parent/guardian AND an adult to ride with them
- **RAIN DATE:** APRIL 27, cancellation announced via Facebook event

Bringing together community members of all ages to explore our neighborhood safely, on bikes.

FOR MORE INFORMATION PLEASE VISIT: www.dickinson.edu/northsideride



Bikelisle • Borough of Carlisle • Carlisle BikeLab • Carlisle Tool Library • Carlisle Victory Circle
 Carlisle West Side Neighbors • Harrisburg Bicycle Club • Hope Station • Lifecycle Carlisle
 New Life Community Church • Project SHARE • YWCA Carlisle & Cumberland County

Dickinson



Thursday, May 16 | Race times vary

The ***Carlisle Downtown Mile*** is a one-mile USA Track and Field certified course on High Street in Carlisle, PA. This event is a fundraiser for Employment Skills Center's adult education and training programs. These free programs & classes include Adult Basic Education, GED Preparation, English as a Second Language, and Workforce Development trainings such as Nurse Aide, Customer Service, Computer training and more. To learn more, **click here**⁴⁹.

⁴⁹<https://runsignup.com/Race/PA/Carlisle/CarlisleDowntownMile>

Down on the Farm



From the Farm to your Kitchen: Dickinson College Farm CSA



Dickinson Vegetable Shares – *Sign Up now*

Dickinson College Farm CSA (Campus Supported Agriculture) sign ups are now open. Fully customized vegetable shares with options for a 24 or a 30 week season beginning in May. Pick up weekly or every other week at the Farm or on campus. Our produce is certified organic and freshly harvested. Beef, lamb, eggs and other tasty surprises are also offered. Let us share a taste of farm goodness with you! To sign up or to learn more about the benefits associated with becoming a CSA member, please click here⁵⁰, scan the QR codes, or contact Jann Ernst⁵¹.

⁵⁰<https://blogs.dickinson.edu/farm/csa/>

⁵¹<mailto:farm@dickinson.edu>



Farm Works store is located at 169 W. High Street - *just around the corner from Denny Hall.*

Hours: *11 a.m. – 2 p.m.*

Visit the Farm Works website⁵² to see featured soups and salads!

Farm Works menu items are vegan, gluten-free, and fresh from the farm!

⁵²<https://www.dickinson.edu/farmworks>

Nutrition Corner



Banana Bread Smoothie

🍌 **National Banana Day** is celebrated on the third Wednesday of April (4/17). The American Heart Association has a healthy and tasty breakfast recipe. You may also want to replace your milkshake with this protein-packed treat!

Servings: 2 Serving Size: 1 1/4 cups

Ingredients

- 2 medium bananas, peeled and sliced
- 1 1/2 cups ice cubes
- 3/4 cup fat-free plain Greek yogurt
- 1/4 cup fat-free milk
- 2 tablespoons rolled oats
- 2 teaspoons pure maple syrup
- 1 teaspoon vanilla extract
- 1/4 teaspoon ground cinnamon and (optional) pinch of ground cinnamon (for garnish), divided use
- 1 tablespoon finely chopped unsalted pecans or walnuts (optional)

Directions

1. In a food processor or blender, process the bananas, ice cubes, yogurt, milk, oats, maple syrup, vanilla, and 1/4 teaspoon cinnamon until smooth.
2. Pour into 2 glasses. Garnish with the chopped pecans and the remaining pinch of cinnamon. Serve immediately.

Tips to keep it healthy:

- Greek yogurt typically contains only half the sodium of regular yogurt.
- For a smoothie with more fiber, increase the amount of oats to 1/2 cup.

Nutrition Facts:

Calories: 203 | Total Fat: 1.0 g | Saturated Fat: 0.0 g | Cholesterol: 1 mg | Sodium: 47 mg | Total Carbohydrate: 40 g | Dietary Fiber: 4 g | Sugars: 24 g | Protein: 11 g

Dietary Exchanges:

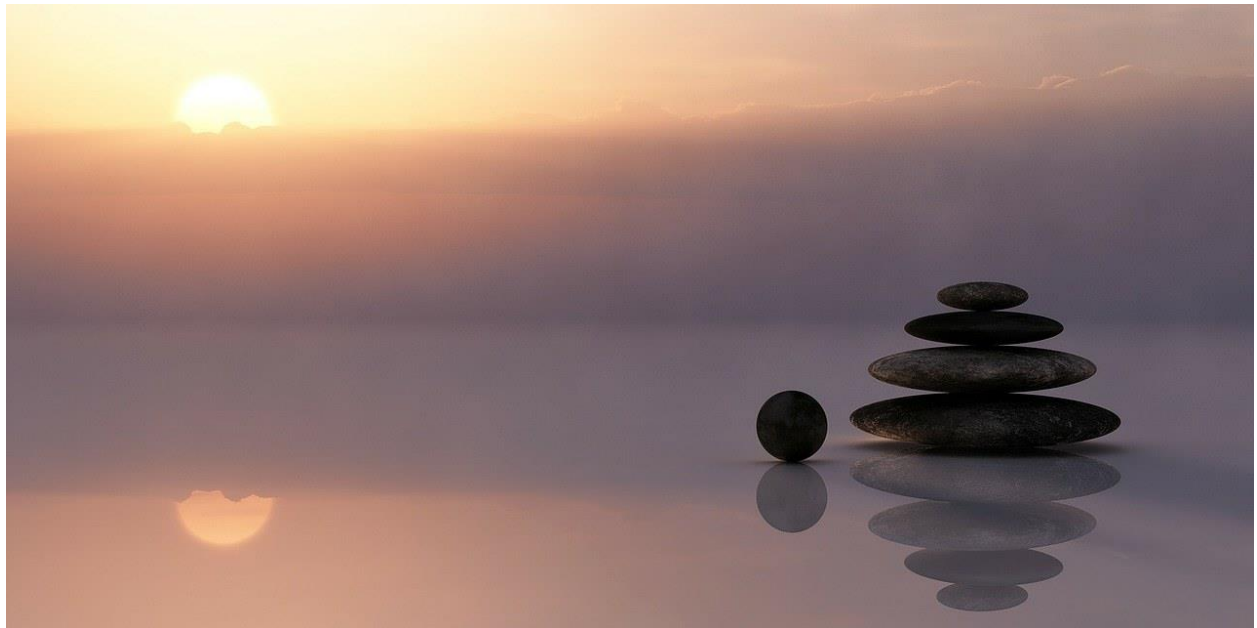
2 fruit, 1/2 fat-free milk, 1/2 other carbohydrate

Recipe Source: American Heart Association⁵³



https://youtu.be/MB_1abkYk9o

Wellness@Dickinson



Mindful Mondays

Mondays | 5:30 - 5:50 p.m. | HUB Dance Studio

⁵³<https://recipes.heart.org/en/recipes/banana-bread-smoothie>

Hosted by the Wellness Center's Staff Psychologist, Megan Nesbitt

This brief, twenty-minute session will focus on helping attendees learn techniques to be present with themselves, slow thoughts, and set aside stressors. Meets weekly on Mondays. Beginners and drop-ins welcome. All Dickinson students, staff and faculty are welcome and encouraged to attend.

RSVP via EngageD⁵⁴.



Thoughtful Thursday - Morning Meditation

Thursday, April 4 | 7:30-8 a.m. | Memorial Hall, Old West

Thoughtful Thursdays meditation sessions offer the opportunity to start the day off with a bit of reflection and inner peace. Leave feeling refreshed, balanced, and ready to meet any challenges coming your way. Join us in Memorial Hall to center your mind and body, bringing focus to your day!

Enroll and sign-up in Totara.⁵⁵

⁵⁴<https://dickinson.campuslabs.com/engage/event/9249051>

⁵⁵<https://totara.dickinson.edu/course/view.php?id=307>



Blood Pressure Screening



Monday, April 8 | noon - 1 p.m. | HUB Mary Dickinson Room

Hypertension or High Blood Pressure is sometimes called the silent killer. Do you know your blood pressure? If not stop by this free screening to know your numbers and learn more!

Walk-in, no appointment needed!

De-Stressing with Lavender Tea & Scones | Drop In!



Wednesday, April 10 | 11:30 a.m. - 12:30 p.m. | HUB Mary Dickinson Room

This is a fun, de-stressing late morning/early afternoon drop-in session. Stop by to say hello to our campus dietitian, Courtney Hager, and enjoy a spot of lavender tea along with a scone to lighten and brighten up your day!

Enroll and sign-up in Totara.⁵⁶



Health Advocate Webinar: Caring for Care Givers

Thursday, April 18 | 10 a.m. and 4 p.m. | Online Presentations

⁵⁶<https://totara.dickinson.edu/course/view.php?id=94>

Caring for loved ones for extended periods of time can take a toll on your health and well-being. While especially difficult in our current environment, it is important to take care of yourself in order to prevent burnout and stay energized for the long-term.

During this webinar, we will discuss coping mechanisms and other strategies designed to promote optimal well-being while engaged in caregiving.

Register by clicking on the time that best fits your schedule:

April 18, 2024: Caring for Caregivers

10:00 am (ET)⁵⁷ 4:00 pm (ET)⁵⁸

Presenters:

Marrissa “MJ” Jordan, Licensed Professional Counselor, R3 Continuum

Karen Rech, MSW, EAP Program Manager, Senior Trainer, Health Advocate

May 16, 2024: Mental Health and Me

10:00 am (ET)⁵⁹ 4:00 pm (ET)⁶⁰

For a listing of on demand webinars, click here⁶¹.

⁵⁷<https://attendee.gotowebinar.com/register/4562022614900383580?source=memwebpg>

⁵⁸<https://attendee.gotowebinar.com/register/5064800694980076373?source=memwebpg>

⁵⁹<https://attendee.gotowebinar.com/register/9203179942998749013?source=memwebpg>

⁶⁰<https://attendee.gotowebinar.com/register/8080499406202269270?source=memwebpg>

⁶¹<https://www.healthadvocate.com/site/memberwebinars>



Biometric Screenings

Thursday, April 25 | 7:30 - 9 a.m. | Check-in HUB Mary Dickinson Room

The Biometric Screening provides a snapshot of your health looking at your fasting total cholesterol and glucose. Blood pressure, height, weight, waist circumference and body mass index (BMI) also should be examined for a fuller picture. This is a collective review of your risk factors for developing heart disease, stroke and diabetes known as Metabolic Syndrome. Several factors increase your risk for developing the syndrome – high blood pressure, high cholesterol, diabetes or high blood sugar, a lack of physical activity, smoking, and family history. ***Do you know your numbers?*** If not, SIGN UP for this health screening⁶². ***Employees completing the biometric screening on or before Friday, May 31, 2024 will receive a \$10 Farm Works gift card!***

** For the most accurate screening results, fasting is required for 10-12 hours prior to your appointment.*

Biometric screening appointments are for EMPLOYEES only: Check-in at the HUB Mary Dickinson Room for this free screening, with optional additional screenings available via payroll deduction.

⁶²<https://totara.dickinson.edu/course/view.php?id=51>

Enroll and sign-up in Totara.⁶³



Lunch and Paint at The Trout Gallery

Thursday, April 25 | noon - 1:15 p.m. | The Trout Gallery (Foyer), Weiss Center for the Arts

Join Trout Gallery educators and student interns for a tour of the Senior Studio Art Exhibition, *BYOE: Bring Your Own Everything*, followed by a lunch and paint activity in the Mumper Stuart Education Center. Participants will follow in the footsteps of Studio Seniors by considering an "E" context word that relates to them. This might include Energy... Endings.. Enigma... etc. Using acrylic paints and other media guests will express their own "E" - or an "E" word with which they identify. A light lunch will be served.

Please indicate any food allergies or dietary restrictions when registering.

⁶³<https://totara.dickinson.edu/course/view.php?id=51>

Enroll and sign-up in Totara.⁶⁴



5 - Photo by Dan Loh

Mental Health First Aid Training

Tuesday, April 30 | noon - 12:45 p.m. | HUB Siderooms 201-202

This 45-minute mental health first aid basics training is open to students, faculty, and staff. Feel free to bring your own lunch, or if you are interested in the catered lunch, please be sure to **RSVP soon in EngageD⁶⁵** as space is limited!

This session is sponsored by the Wellness Center, Public Safety, and Project Wave.

⁶⁴<https://totara.dickinson.edu/course/view.php?id=91>

⁶⁵<https://dickinson.campuslabs.com/engage/event/10041665>



Health Risk Assessments



Completing an online Health Risk Assessment

Health Risk Assessments (HRA) are a great way to learn more about your own *health risks* and ways to reduce or eliminate any modifiable health risks identified. Some health risks are innate (you are born with them) but some are those that have developed as a result of *lifestyle habits*

or the environment surrounding you - these are often modifiable. (Reminder: If you have not already completed your free biometric screening - [CLICK HERE TO REGISTER NOW!](#)⁶⁶)

Complete an HRA survey online to learn more and take steps to change or correct health risks that are modifiable. Get started with one of the free online options shown below based on your status on campus.

Health Advocate | Full-time Employees:⁶⁷

Create your log-in with Health Advocate by identifying that you are a Dickinson College employee, then proceed to click on:

Health > Browse Health > Read Health Articles > HEALTH > Learn More > Health Assessments > Assessments > General Risk Health Assessment ("most popular" tab option)

Healthy Life HRA | Anyone:⁶⁸

If you are not a full-time employee - this is the HRA suggested for you! It is available to ANYONE and it's free. The results come ONLY to you and provide a snapshot of your personal health risks. Before beginning, collect your personal **biometric screening**⁶⁹ information, including your most recent blood pressure, height, weight and glucose/cholesterol/triglyceride levels.

Wellness@Dickinson incentives are provided to employees completing a Health Risk Assessment. Once you complete the HRA, simply send an email to devwell@dickinson.edu⁷⁰ to let us know it's completed! (Note: Please don't send us your HRA results - only inform of completion.) We will provide your LOVE\$Carlisle Bucks incentive reward once we receive your email notification.

⁶⁶<https://totara.dickinson.edu/mod/facetoface/view.php?id=2696>

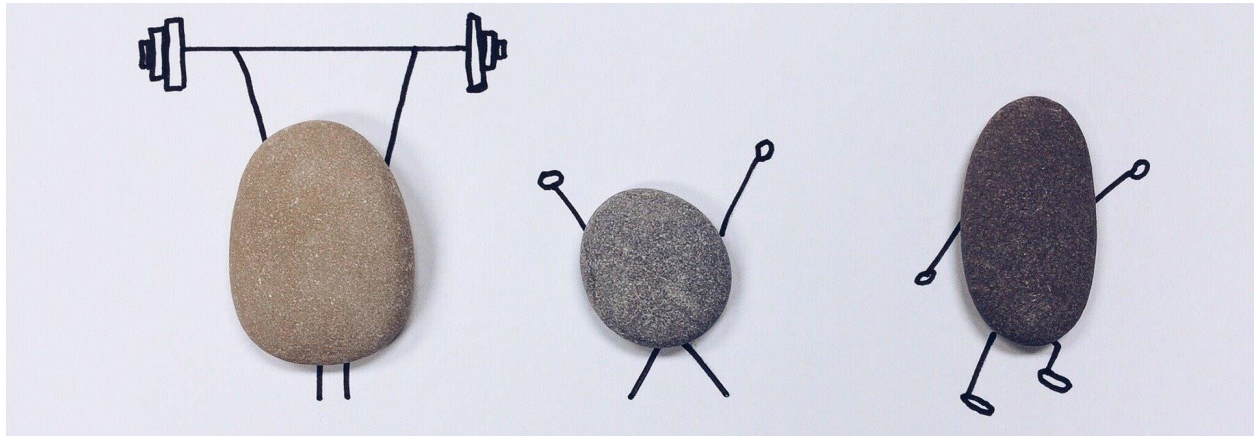
⁶⁷<https://www.healthadvocate.com>

⁶⁸<https://healthylifehra.org/>

⁶⁹<https://totara.dickinson.edu/mod/facetoface/view.php?id=2696>

⁷⁰<mailto:devwell@dickinson.edu>

Wellness@Dickinson Fitness Programs



Wellness programs offered for the spring semester began in February in collaboration with the office of Campus Life to allow the maximum possible wellness opportunities for the campus community.

Spring Semester Fitness Programs:

Register in Totara for the free spring semester fitness programs that are part of the employee wellness program listed below:

Water Aerobics⁷¹ | Mondays through May 6 | 5 - 6 p.m. | Kline Center Pool (no class 4/8)

DEW Power Yoga⁷² | Tuesdays through May 7 | 7 - 7:45 a.m. | HUB Dance Studio

⁷¹<https://totara.dickinson.edu/course/view.php?id=21>

⁷²<https://totara.dickinson.edu/course/view.php?id=457>

Vinyasa Flow⁷³ | Wednesdays through May 1 | noon - 1 p.m. | HUB Dance Studio (*employee only*)

Lunch Crunch⁷⁴ | Wednesdays through April 3 | noon - 1 p.m. | Functional Fitness Center, Kline Center (*employee only*)

Sports Yoga⁷⁵ | Wednesdays through April 10 | 4:45 - 5:45 p.m. | Memorial Hall, Old West

Camp Cardio⁷⁶ | Thursdays through April 11 | noon - 1 p.m. | HUB Dance Studio

DEW Power Yoga⁷⁷ | Fridays through May 10 | noon - 1 p.m. | HUB Dance Studio

Campus Life & Athletics Group Fitness Program Offerings through the end of the semester:

RSVP in EngageD.

Pilates⁷⁸ | Mondays and Wednesdays | 3:30 and 4:30 p.m. | HUB Dance Studio

Cardio Fusion⁷⁹ | Tuesdays | noon - 1 | HUB Dance Studio

Zumba⁸⁰ | Tuesdays and Thursdays | 5 - 6 p.m. | Allison Hall Community Room

Spin Class⁸¹ | Thursdays and Sundays | 5:30 - 6:30 p.m. | Kline Fitness Studio

For questions or assistance with registrations, please send an email to devwell@dickinson.edu⁸² or call ext. 8084.

⁷³<https://totara.dickinson.edu/course/view.php?id=88>

⁷⁴<https://totara.dickinson.edu/course/view.php?id=459>

⁷⁵<https://totara.dickinson.edu/course/view.php?id=47>

⁷⁶<https://totara.dickinson.edu/course/view.php?id=379>

⁷⁷<https://totara.dickinson.edu/course/view.php?id=457>

⁷⁸<https://dickinson.campuslabs.com/engage/events?query=pilates>

⁷⁹<https://dickinson.campuslabs.com/engage/events?query=cardio fu>

⁸⁰<https://dickinson.campuslabs.com/engage/events?query=zumba>

⁸¹<https://dickinson.campuslabs.com/engage/events?query=spin class>

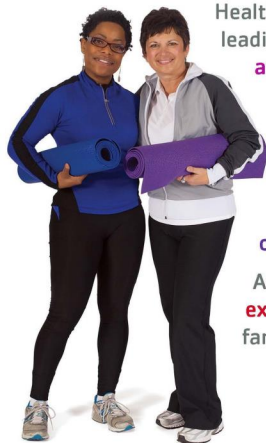
⁸²<mailto:devwell@dickinson.edu>



FOR YOUTH DEVELOPMENT*
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Dickinson

CARLISLE FAMILY YMCA CORPORATE PARTNERSHIP



Healthy and happy employees create successful organizations — leading to **stronger communities where everyone can learn, grow and thrive.**

We are very excited to partner with Dickinson College to help improve the health and well-being of their workforce through YMCA membership, programs and services. We also connect employees to programs and services that **nurture the potential of their children and provide opportunities to support neighbors in need.**

As part of this partnership, **Dickinson College staff enjoy an exclusive 20% membership savings*** off the standard adult or family membership rate each month.

HERE'S HOW IT WORKS

I'M A Y MEMBER

Stop at the Welcome Center the next time you are at the Y. Show your Dickinson College ID to a Member Service Representative to activate your 20% discount on your adult or family membership.

I'M NOT A Y MEMBER

Bring your Dickinson College ID with you to the Welcome Center. Be sure to inform the Member Service Representative that you work for Dickinson College and show them your ID during the joining process to receive the 20% discount.

*The Carlisle Family YMCA reserves the right to alter or suspend the Dickinson College Corporate Partnership program at any time with 30 days notice.

CORPORATE PARTNER RATE CHART

Eligible Categories	Monthly Rate
Young Adult	\$26.40
Adult	\$30.40
Senior Adult	\$28.80
2 Adults [^]	\$46.40
1 Adult with Dependents [^]	\$51.20
2 Adults with Dependents [^]	\$55.20
2 Senior Adults [^]	\$44.80
1 Senior Adult with Dependents [^]	\$47.20
2 Senior Adults with Dependents [^]	\$49.60

[^] living at the same address

Additional Information

- Memberships must be monthly drafted in one of the above categories to qualify for this special rate.
- No other membership fee reductions, special rates or financial aid can be combined with this special rate.
- Current Financial Assistance, Youth, Teen and Child Care members can not get the discount unless they convert to a full-pay adult or family membership.
- The Corporate Partner rate applies only to membership fees, and not to additional fees or program registration fees.

Professional Development



College Prep for Parents

Part I - High School Counseling and Admissions - *Tuesday, April 9*

Part II - Financial Aid and Tuition Benefits - *Tuesday, April 16*

Sessions will be held from noon - 1 p.m. in the McCauley Room, Old West

Human Resource Services, Admissions and Financial Aid, in conjunction with local area high schools offer workshops for employees and their families to learn more about the college selection and financial aid process. The program will provide guidelines for starting the college search while attending high school, when to apply for college admission and early tuition grants, what is available through Financial Aid, and a summary of Dickinson's three tuition programs. We encourage all parents to attend if your child is a junior or senior in high school and planning to attend college.

Enroll and sign-up in Totara⁸³ for one or both sessions.

⁸³<https://totara.dickinson.edu/course/view.php?id=42>



Book Discussion

Wednesday, April 24 | noon - 1 p.m. | HUB Side Room 202

Join us for this (*buy or borrow your own*) book discussion on April 24! This book can be found on Amazon⁸⁴, or your local bookstores or libraries.

A #1 New York Times bestseller, Wall Street Journal Best Book of the Year, and soon to be a major motion picture, this unforgettable novel of love and strength in the face of war has enthralled a generation.

France, 1939 - In the quiet village of Carriveau, Vianne Mauriac says goodbye to her husband, Antoine, as he heads for the Front. She doesn't believe that the Nazis will invade France ... but invade they do, in droves of marching soldiers, in caravans of trucks and tanks, in planes that fill the skies and drop bombs upon the innocent. When a German captain requisitions Vianne's home, she and her daughter must live with the enemy or lose everything. Without food or money or hope, as danger escalates all around them, she is forced to make one impossible choice after another to keep her family alive.

Vianne's sister, Isabelle, is a rebellious eighteen-year-old girl, searching for purpose with all the reckless passion of youth. While thousands of Parisians march into the unknown terrors of war, she meets G etan, a partisan who believes the French can fight the Nazis from within France,

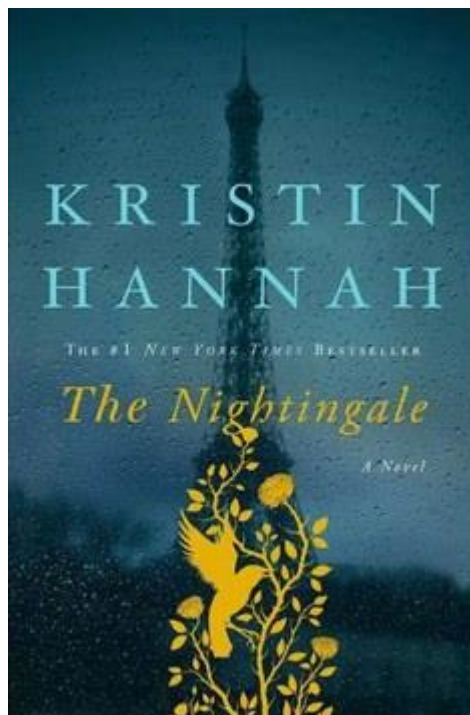
⁸⁴https://www.amazon.com/Nightingale-Novel-Kristin-Hannah/dp/1250080401/ref=tmm_pap_swatch_0?encoding=UTF8&qid=1701802033&sr=8-1

and she falls in love as only the young can ... completely. But when he betrays her, Isabelle joins the Resistance and never looks back, risking her life time and again to save others.

With courage, grace, and powerful insight, bestselling author Kristin Hannah captures the epic panorama of World War II and illuminates an intimate part of history seldom seen: the women's war. The Nightingale tells the stories of two sisters, separated by years and experience, by ideals, passion and circumstance, each embarking on her own dangerous path toward survival, love, and freedom in German-occupied, war-torn France—a heartbreakingly beautiful novel that celebrates the resilience of the human spirit and the durability of women. It is a novel for everyone, a novel for a lifetime.

Source: Amazon.com⁸⁵

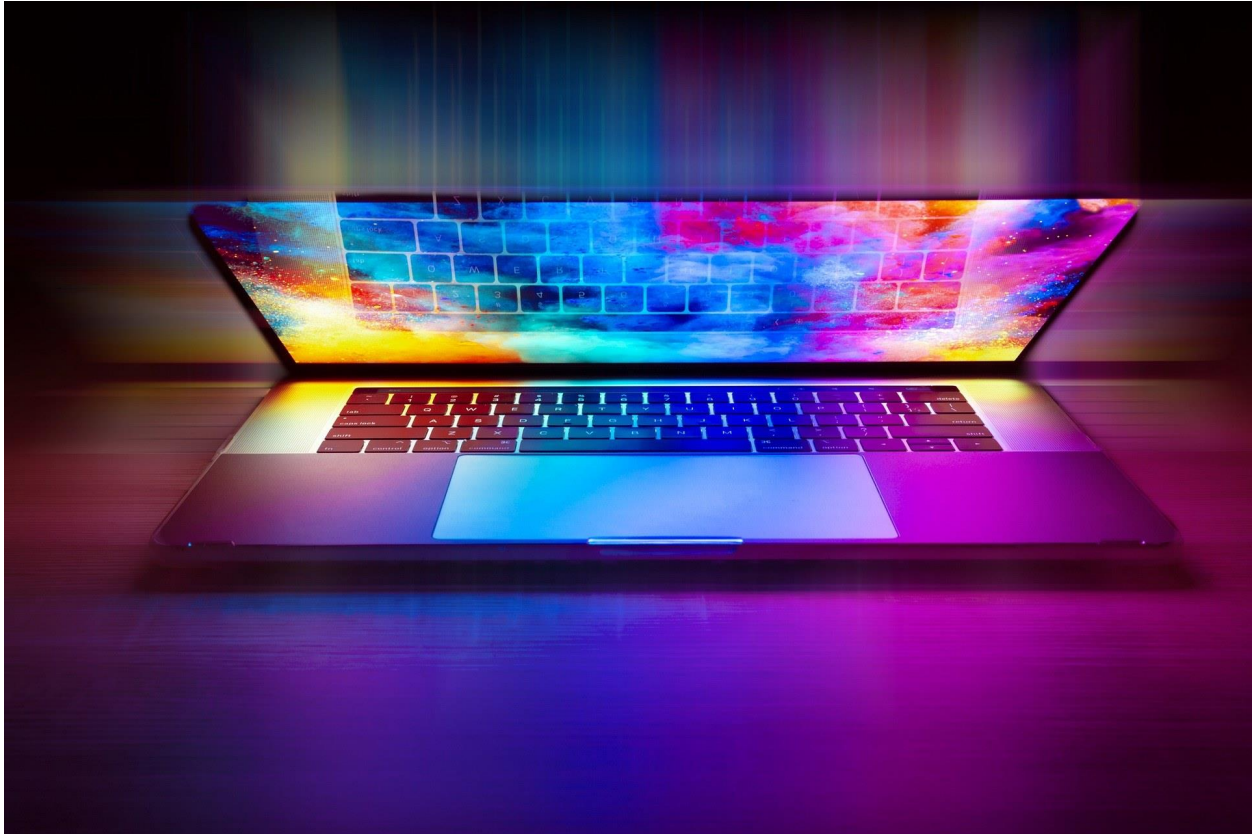
Enroll and sign-up in Totara.⁸⁶



⁸⁵<https://www.amazon.com/Nightingale-Novel-Kristin-Hannah/dp/1250080401>

⁸⁶<https://totara.dickinson.edu/course/view.php?id=43>

Information and Technology Services



TechNews

Are you challenged with all of the constant technology updates and changes? Looking for a few quick tips or information to help with your technology abilities? Check out the **TechNews** portal in OneDrive! TechNews is filled with very quick reads and 2-3 minute videos that include common uses, answers to the most common questions we receive, what to use when, as well as helpful tips and tricks. Click to learn more now⁸⁷!

⁸⁷<https://dickinson0.sharepoint.com/sites/TechNews>



Contact Us



Wellness Program | Monthly Incentive Prize Winners

Congratulations to *Dan Guerrisi*, Office of Financial Aid, winner for the month of **March for fitness program participation during February!**

Have you been active in our Wellness@Dickinson programs? If so, you are eligible to be included in our monthly fitness prize drawing! The Wellness incentive prize winner for each month is randomly selected based on their fitness program participation. Eligibility for the monthly incentive drawings includes all active/registered employee participants in all physical exercise programs offered through the Wellness program, in addition to the Marathon-in-a-Month⁸⁸. *(Remember to report your Marathon in a Month walking⁸⁹ to us by the 15th of the month.)* **The random drawings are held after the close of business on the fifteenth of each month for the previous month.** All physical exercise programs that have registration via Gateway will automatically be included in the monthly drawings. For more details or to request a form to record your marathon-in-a-month miles, please send an email to devwell@dickinson.edu⁹⁰ or call ext. 8084.

Wellness Incentive Taxability Notification

We thank you for being an active participant in the wellness programs at Dickinson College. We value all employees and offer a variety of programs throughout the year to encourage wellbeing while offering educational, fun opportunities to engage the mind and body while creating a positive inclusive social environment for the campus community. We hope you enjoy participating in these programs and events throughout the academic/fiscal year.

In recognition and appreciation of your participation in the wellness programs, we offer healthy reward incentives. As a reminder, in accordance with IRS regulations, awards and gifts to employees from the college are considered taxable income and the college is required to withhold taxes.

The value of your incentive(s) will be added to your income through payroll, which could result in a decrease in your net pay because of additional tax withholdings on the value or dollar amount. The tax withholding will coincide with the payroll period closest to the date that you

⁸⁸https://www.dickinson.edu/downloads/file/1239/marathon_in_a_month_walking_map

⁸⁹https://www.dickinson.edu/downloads/file/1238/marathon_in_a_month_tracking_your_walks

⁹⁰<mailto:devwell@dickinson.edu>

receive your annual incentive reward. Please contact payroll with any questions related to this additional withholding.

Professional Development & Wellness Program Registrations and Attendance

The college offers many opportunities for professional development and wellness programs throughout the year, providing enrichment of staff and, when appropriate, their families as well. Registration for the majority of the programs offered is available through the Gateway⁹¹ or by contacting Human Resource Services. To offer an equal opportunity for all employees to participate in these programs, we request staff members to register after confirming availability with supervisory staff to ensure that scheduling permits attendance.

In the event that you register and find that you are unable to attend, our policy⁹² requests cancellations 48 hours prior to the start time of the program or event so that we can offer the spot to another. This will also allow us to adjust registration counts with CASE and the catering department. Giving advance notice of cancellation allows for the college's resources to be allocated in the best possible way and is a sustainable practice for us all.

Campus Resource Quick Links!

How To Guide⁹³

Dickinson/Biking⁹⁴

Dickinson/College Farm⁹⁵

Dickinson/Sustainability⁹⁶

⁹¹<https://gateway.dickinson.edu/>

⁹²http://www.dickinson.edu/info/20314/professional_development_and_wellness/1502/policies_and_procedures

⁹³[http://www.dickinson.edu/info/20043/about/1562/dickinson_\"how_to\"_guide](http://www.dickinson.edu/info/20043/about/1562/dickinson_\)

⁹⁴<http://www.dickinson.edu/info/20052/sustainability/2317/biking>

⁹⁵<http://www.dickinson.edu/collegefarm>

⁹⁶<http://www.dickinson.edu/sustainability>

TechNews⁹⁷

Trout Gallery⁹⁸

Theatre & Dance⁹⁹

Campus Announcements¹⁰⁰

Campus Events Calendar¹⁰¹



6 - Professional Development and Wellness

PO Box 1773 | Carlisle PA 17013-2896

717-245-1503 | devwell@dickinson.edu¹⁰²

Human Resource Services Website¹⁰³

⁹⁷<https://dickinson0.sharepoint.com/sites/TechNews>

⁹⁸<http://www.troutgallery.org/>

⁹⁹<https://www.dickinson.edu/theatreanddance>

¹⁰⁰<https://www.dickinson.edu/announcements>

¹⁰¹<http://www.dickinson.edu/events>

¹⁰²<mailto:devwell@dickinson.edu>

¹⁰³https://www.dickinson.edu/homepage/122/human_resource_services